

Record of Proceedings: March 26, 2019
West Chester Township Board of Trustees - Regular Meeting

Convene: President Welch convened the meeting at 6:01 p.m.
Roll Call: Mr. Welch, Mrs. Becker, and Mr. Wong responded.
Pledge of Allegiance: Repeated by those present.

Citizen's Comments

Daniel Hamm, 9453 Meadow Ridge Drive, commented on the repeated complaints regarding a neighbor's barking dog, five of which resulted in citations. He concluded the neighbor does not care about paying the fine and asked the Board to modify Resolution 91.20 as it relates to the issue.

Presentations

There were no presentations.

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve payment of bills.
Discussion: none. **Motion carried unanimously.**

Mr. Burks submitted the following requisitions greater than \$2,500:

Requisitions – Greater than \$2,500.00

- | | | | |
|----|----------|-------------|---|
| 1. | Adm | \$12,966.86 | Frost Brown Todd, LLC – Legal services through February 28, 2019 (various departments) |
| 2. | Adm | \$5,140.00 | Capax Discovery – Renew service, support, and maintenance agreement for Mimosa archiving system |
| 3. | Police | \$11,325.00 | Gall's, LLC – Purchase twelve (12) bulletproof vests |
| 4. | Police | \$7,238.09 | Southwest Capitol Associates, LLC dba Residence Inn Capitol – Reserve four (4) nights of accommodations for West Chester Police Honor Guard to participate in the National Police Officers Memorial Week in Washington, D.C., May 12 – 18, 2019 |
| 5. | Services | \$76,570.00 | Fyda Freightliners – Purchase a 2020 freightliner truck cab and chassis for fleet replacement (cip #827) |
| 6. | Services | \$69,752.00 | Henderson Products, Inc. – Purchase snow removal equipment and installation for new salt truck (CIP #827) |
| 7. | Services | \$58,122.00 | Fiehrer Motors, Inc. – purchase two (2) 2019 GMC Sierra pickup trucks (CIP #654 & 1547) |
| 8. | Services | \$27,500.00 | Viox Services, Inc. – Allocate cleaning fees for Muhlhauser Barn before reimbursements |
| 9. | Services | \$9,754.00 | Best Equipment Company – Purchase push camera (CIP #1548) |

10. Services \$4,100.00 Southeastern Equipment Co., Inc. – Repair case 580 Super N Backhoe

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve payment of requisitions 1 through 10. Discussion: Mr. Wong had a question re: cleaning of barn. Mrs. Becker had questions on snow plows, bids for trucks, and bullet proof vests. **Motion carried unanimously.**

Personnel Items

Mr. Burks introduced the next item noting the Township's employee turnover.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve 3.5% of applicable current payroll for consideration for 2019 merit performance increases for all qualified non-contract exempt and non-exempt employees, and to approve a not to exceed 4.0% percent increase for any individual employee's merit performance, and to authorize the township administrator to approve and apply said merit performance increases effective the first full pay period of July 2019, subject to already approved and existing related policies and procedures. Discussion: Mr. Wong said everything is measurable and 4% is the maximum increase, adding it is a good system. Mrs. Becker said the merit system is the best way to encourage employees to perform to the Trustees values and standards. Mr. Welch noted the system is designed to retain employees, and the maximum pool is \$190,000. He concluded by observing the matter is timely this year. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the Services Department budgeted as recognized in the motion, and the Township is addressing these portions early in order to compete for the seasonal workforce, many of whom are in college.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to authorize hiring of 2019 complement of fifteen (15) seasonal employees within the hourly wage range of \$12.00 to \$14.00, and contingent upon successful completion of applicable testing and procedures at actual start date of work: nine (9) April – October and six (6) May – September. Discussion: Mr. Burks confirmed for Mr. Wong that the applicants would be age 18 or higher. **Motion carried unanimously.**

Business Items

Mr. Burks introduced the next item saying aggregation was adopted by the Board in 2005 after the West Chester electorate adopted aggregation as a ballot issue.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Independent Agent agreement between the West Chester Township Board of Trustees and Energy Alliances, Inc. in substantially the same form as attached for natural gas and electric aggregation professional agent services; to authorize the Township Administrator to make non-substantive changes with Law Director approval; and, to execute the agreement and all other necessary documents to effectuate said agreement. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the Rotary is requesting area around The Square for BBQ Fest, which would be held May 17th and 18th.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve license agreement between West Chester Township and the Rotary Club of West Chester/Liberty for the use of a portion of Township property at 9285 Centre Pointe Drive and adjacent and ancillary public roadways for The Buckeye BBQ Fest and authorize the Township Administrator to execute said agreement. Discussion: Trustees observed the frequency with which it rains during BBQ Fest. **Motion carried unanimously.**

Mr. Burks introduced the next item seeking an adjustment in the maximum debt obligation the Administrator could incur without Board approval, pursuant HB500, increasing it to \$10,000 in the interest of operational efficiency. He noted the last statutory adjustment was in 2003, increasing it to \$2,500, and that increase was adopted by the Board in 2012. Mr. Burk also asked that the Department Head's authorization limit be raised to \$5,000.

MOTION made by Mr. Welch, seconded by Mr. Wong, to amend Statutory Resolution No. 06-2019 Statutory Resolution No. 06-2019 authorizing various Township personnel to incur obligations on behalf of the Township pursuant to Ohio Revised Code §507.11, to authorizing the Township Administrator to incur obligations on behalf of the Township to \$10,000 and authorizing the Township Department Directors to incur obligations on behalf of the Township to \$5,000. Discussion: Mr. Wong said it's about time to increase the authorization levels, and will improve efficiencies while maintaining transparency. Mrs. Becker said she was learning a lot about how our government works and what we actually do from the requisitions, and they increased resident engagement. She said efficiency was not being sacrificed by maintaining the current level. Mr. Wong said some Township repairs are delayed because the expenditure needs Board authorization at the current level. Mrs. Becker asked Mr. Burks if he could site an example when emergency authorization was needed. He cited worn tires on a fire truck, tuition reimbursement, replacement of a turbo engine for a vehicle in Community Serves, as well as other examples. Mr. Welch commented that he created a spreadsheet with data identifying varying levels of requisitions up to \$10,000, noting the frequency with which they've been unanimously approved. Mr. Welch asked Mrs. Becker if she would agree to increasing the authorization between \$5,000 and \$10,000, at \$7,500. She said she wanted to keep the current \$2,500 level. Mrs. Becker suggested the Board could quit and let Mr. Burks run the Township, and asked how much efficiency would they be willing to give up versus transparency. She said she felt no sense of urgency to change the policy. Discussion and suggestions followed. **Motion carried. Mrs. Becker voted in opposition.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to approve amended Statutory Resolution No. 06-2019 authorizing the Township Administrator to incur obligations on behalf of the Township to \$10,000 and authorizing the Township Department Directors to incur obligations on behalf of the Township to \$5,000. Discussion: none. **Motion carried. Mrs. Becker voted in opposition.**

Mr. Burks introduced the next item saying the developer has fulfilled all of the requirements of the existing service agreement, however they're requesting the agreement be amended such that they be permitted to construct two buildings, rather than one, with a total of 581,614 square feet. **MOTION** made by Mrs. Becker, seconded by Mr. Wong, to amend existing service agreement with North Point Development regarding development on the northwest corner of Union Centre Boulevard and State Route 747 and authorize the Township Administrator to effectuate and sign

the amendment. Discussion: Mr. Welch observed the difference in the agreement. **Motion carried unanimously.**

Mr. Burks said the next was being pursued pursuant ORC 505.102, and noted the wear on the vehicle.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Statutory Resolution No. 07-2019 finding a 2002 Sutphen Pumper Fire Apparatus is not needed or is unfit for public use, and authorizing the sale of said apparatus by public auction. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the funds would be used for educational purposes. **MOTION** made by Mrs. Becker, seconded by Mr. Wong, to apply for the Ohio Attorney General 2019-2020 Drug Use Prevention grant and to authorize the Township Administrator to accept said grant if awarded. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to not object to a new C1 and C2 liquor permit for United Dairy Farmers Inc., dba United Dairy Farmers 184, 4220 Fields Ertel Road. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to not object to a D5 and D6 liquor permit stock transfer for Demnika, LLC, 6096 West Chester Road. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item saying a government entity was previously required to rank in the top 100 in the state for crash sites to be eligible for this grant, but that has been modified to the top 200 and West Chester Township now fulfills that requirement.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to apply for the Ohio Department of Transportation Sign grant and to authorize the Township Administrator to accept said grant if awarded. Discussion: In response to Mrs. Becker's question, Mr. Burks said there were no strings attached. **Motion carried unanimously.**

First Reading of Resolutions & Reading of Emergency Resolutions

There were no first readings of resolutions or readings of emergency resolutions.

Citizen's Comments

Ed Mirr, 9625 Lackawana Court, spoke on the increased authorization issue, saying expenditures are often not a genuine emergency. It's not a trust matter, it a verification matter. He also suggested our firetrucks may need a better inspection routine.

Second Reading & Vote on Pending Resolutions & Vote on Emergency Resolutions

There were no second readings, or votes on pending resolutions or emergency resolutions.

Discussion Items & Elected Official Comments

Mr. Burks observed that West Chester Township had just received an “Aaa” rating by Moody’s Investor Services, the criteria for receiving it, and praised everyone for their contribution.

Mrs. Becker thanked the finance team for helping her learn, and praised it for the way they handle the money.

Mr. Wong praised Mr. Keim for his work, as well as the Fiscal Officer and Trustees for their oversight.

Mr. Welch commented on the process for attaining the rating from Moody’s, and said this pertained to financing the UCB overpass work.

Mr. Burks said the Greater Cincinnati Chapter of the American Society for Public Administration will award the Township for its innovation and strategic planning initiative on April 12th.

Mr. Jones commented on the Aaa credit rating by Moody’s, noting it was the best rating of their 17 rating categories, and said it would save taxpayers money because West Chester Township’s creditworthiness is the safest for investors.

Mrs. Becker commented on the concern Mr. Hamm expressed during Citizen Comments about a barking dog in his neighborhood, and it was agreed staff would follow-up with him.

Mr. Wong reiterated that the Aaa rating will be a cost savings to West Chester residents.

Recess to Executive Session

At 7:41 p.m., Mr. Welch asked for a motion to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of considering and discussing the employment and compensation of a public employee. Motion made by Mrs. Becker, seconded by Mr. Wong.

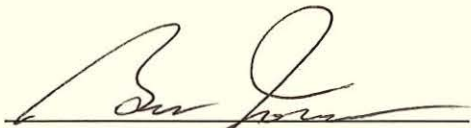
Mr. Welch said the Board would return to adjourn the Executive Session and resume the Regular meeting. Discussion: none. **Motion carried unanimously.** Mr. Welch declared the meeting in recess.

Post Executive Session/ Adjournment

MOTION made at 9:02 p.m. by Mrs. Becker to adjourn the Executive Session and resume the March 26, 2019 Regular meeting, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

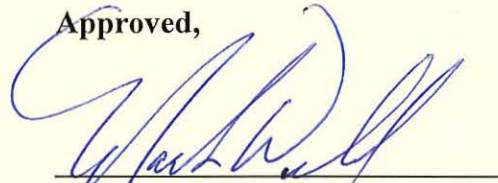
MOTION made by Mrs. Becker, seconded by Mr. Wong, to adjourn the March 26, 2019 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mark Welch, President